

**STILLWATER COUNTY
COMMISSIONER MINUTES**

Notice: These minutes reflect the proceedings of the Board of County Commissioners. The official minutes are on file with the Clerk and Recorder MCA 7-4-2611(2)(b).

**REGULAR MEETING
December 21, 2021**

- PRESENT** Commissioners Mark Crago, Chair, Tyrel Hamilton, Steve Riveland, members, Shannon Fisher Admin Assistant.
- Others Present: Kevin Ray, Road & Bridge; Scott Waltner, Solid Waste; Jerry Friend, Treasurer; Chip Kem, SCSO; Marlo Pronovost, Stillwater County News.
- PLEDGE** Commissioner Crago opened the meeting with the Pledge of Allegiance.
- MINUTES** October 26, 2021. Commissioner Hamilton **MOVED** to approve the minutes as presented. Commissioner Riveland **SECONDED**. Motion passed unanimously.
- ANNOUNCEMENTS** Commissioner Crago announced that the Commission Office will be closed December 24th through December 31st. Commissioner Crago added that all county offices will be closed on December 24th & December 31st for the holidays. Commissioner Hamilton noted that there will be no meetings that week but the Commissioners will be available.
- CLAIMS** None presented.
- FILE ITEMS** **Commission**
- A) Stillwater County roof inspections report
 - B) Floodplain development permit No. 2021-Project Telephone letter
 - C) Floodplain development permit No. 2021-Kircher letter
 - D) Floodplain development permit No. 2021-Buffalo Jump letter
- Commissioner Riveland **MOVED** to file the file items. Commissioner Hamilton **SECONDED**. Discussion – Commissioner Crago explained that the Stillwater County roof inspections report was done by Radford Roofing and they inspected all the roofs of county owned buildings and submitted a report along with how much it would cost to do minor repairs. If it is decided to do the repairs, Radford Roofing would come and do annual inspections on the roofs for a nominal fee. Two roofs were listed as having problems. One was the fairgrounds pavilion and the other was the Fishtail Road shop. Some of the issues with other buildings were missing screw and gaskets and seals that need to be fixed. Commissioner Crago went on to explain that the floodplain permits were letters regarding conditions that need to be met for final approval. Motion passed unanimously.
- REGULAR BUSINESS** **Solid Waste**
- A) Resolution 2021-34 to increase out of district permit fees. Commissioner Hamilton **MOVED** to approve Resolution 2021-34 to increase out of district permit fees. Commissioner Riveland **SECONDED**. Discussion – Scott Waltner stated that no public comments were received at the open meeting. Commissioner Crago stated that the fees are being raised to match the in-district fees. Motion passed unanimously.
 - B) Approve the request to refund three years of assessments. Commissioner Riveland **MOVED** to approve the request to refund three years of assessments. Commissioner Hamilton **SECONDED**. Discussion – Scott Waltner stated that five years of back paid

assessments was requested but the current policy states that the county is only required to pay three years of back paid assessments. Commissioner Crago explained that the landowner was being assessed for two homes on a lot and only one lot was uninhabitable. The solid waste board was contacted and told of the uninhabitable structure for approval to have those assessments refunded. This particular property was owned by the Park City Baptist Church. Motion passed unanimously.

C) Recommendation to approve the updated solid waste supervisor job description. Commissioner Hamilton **MOVED** to approve the updated solid waste supervisor job description. Commissioner Riveland **SECONDED**. Discussion – Scott Waltner stated that the current job description was used when he was hired. The updated job description reflects the current solid waste supervisor duties. Motion passed unanimously.

D) Approve the request to repair the Solid Waste Shop and office roofs. Commissioner Riveland **MOVED** to approve the request to repair the Solid Waste Shop and office roofs. Commissioner Hamilton **SECONDED**. Discussion - Scott Waltner stated that it approximately \$1700.00 for the Molt shop and Columbus shop. Motion passed unanimously.

E) Approve purchase of SP4002 compactor in the amount of \$79,933.00. Commissioner Hamilton **MOVED** to approve the purchase of SP4002 compactor in the amount of \$79,933.00. Commissioner Riveland **SECONDED**. Discussion – Scott Waltner stated that this is to replace the Absarokee Compactor which is 25 years old and is wearing out. Motion passed unanimously.

Commission

A) Resolution 2021-35 to cancel a commission agenda meeting. Commissioner Riveland **MOVED** to approve Resolution 2021-35 to cancel a commission agenda meeting. Commissioner Hamilton **SECONDED**. Discussion – Commissioner Hamilton stated that there is a lack of business for the Tuesday December 28, 2021 meeting. Motion passed unanimously.

B) West Annex Office Move. Commissioner Hamilton **MOVED** to approve the plan for the West Annex office move. Commissioner Riveland **SECONDED**. Discussion – Commissioner Crago explained that the planning department along with GIS, Environmental Health, the Commissioners, the Commissioner's admin, and HR will be moving back to the West Annex. Commissioner Hamilton stated that they Commission will still be holding meeting at the current courthouse. There are pros and cons and there are no construction costs. The Commissioners will also have their own offices so the public can come and meet with an individual Commissioner and not violate open meeting laws. Commissioner Crago added that the current Commissions office will be used as and elections office. Commissioner Riveland stated that the move will start next week. Commissioner Hamilton added that the first week of January will see their offices set up in the West Annex. Motion passed unanimously.

PUBLIC COMMENTS ON COUNTY BUSINESS – None heard.

With no further comments heard the meeting was adjourned at 9:12 a.m.

APPROVED BY: /s/ Mark Crago, Commissioner Chairman

ATTEST: Heidi L. Stadel, Clerk and Recorder